

Contract Termination Letter Example

TO:           (Store Name)          

Pursuant to RJR Merchandising contract requirements, this notice is to advise you that RJR has evaluated all their merchandising contracts and the following RJR Merchandising Contracts currently in place in your retail outlet(s) will be discontinued effective \_\_\_\_\_.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

We appreciate your participation in these programs. Your RJR Representative will be contacting you regarding alternative programs for the remainder of 1996.

R. J. Reynolds Tobacco Company

NOTES TO FIELD SALES:

- Utilize in accounts where present contract(s) are terminated and are not signed to 1996 Retail Partners Marketing Plan.
- Letter represents "notice to the retailer" specifically called out in our 1995 contractual agreements.
- Utilize proper discretion in program ending dates when cancelling contracts at retail.

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